

2.8 Policy Review

The Town of Coaldale Library Board will review the policies of the Library on a regular basis and as needed.

1. Policies will be reviewed annually by the Board according to the attached Policy Review Schedule.
2. The Policy Committee will meet with the Head Librarian at the request of the Head Librarian to review policy or draft new policy.
3. Changes to policy and new policy will be drafted by the Policy Committee and presented to the Board for approval.
4. Any changes that have been made upon Board review will be edited and distributed at the next Board meeting.
5. A record will be kept by the head librarian as revisions made and policies updated.